



Parking Implementation and Governance Committee

Meeting Date: Thursday November 21, 2017

Time: 8:00 to 9:00 am

Location: Town Manager's Conference Room, Town Hall Annex

Attendance: Jill Mirak, Dean Carmen, Mike Morse, Corey Rateau, Leland Stein, Howard Muise, Ali Carter, Laura Wiener

Guests: Darcy Devney

Meeting minutes. Minutes of 10/19/17 were approved unanimously, as amended.

Approve the minutes, as amended. Unanimous.

Parking Clerk Report. No changes implemented during the past month. Spot problems being addressed as they come up. Revenue was consistent this month.

Parking Benefits District. Planning Dept. developed a preliminary list of proposed projects. Based off budgeted revenue amount of \$425,000, funds availability for PBD in the first year of \$150,000. List included Russell Common Parking Lot Design (\$50,000), Sidewalk Snow Removal (\$25,000), Bike Racks (\$8,000), moving the Broadway Plaza bus stop to Broadway at Franklin Street (\$10,000). Jill asked about spending \$50,000 for the Russell Common Parking Lot, noting a preference for things you can see, that offer immediate benefit. Moving bus stop and bike racks are visible. Corey supports snow removal, because it makes the meters usable in winter. Dean noted the need to let people know this is your parking money at work. Howard said that fixing up the Russell Common lot is a high priority because it supports the overall parking plan for the Center. Have to do a design in order to construct it. Jill asked how construction would be paid for. Laura responded that construction can be bonded, using PBD funds to repay a bond. Dean added that some funds can come from Capital Planning. Jill asked if we can add sidewalks, and get rid of trash cans. Sidewalks are probably too big a job for this funding, and we may still get state funds from MassWorks grant. Ali noted that we are getting another Big Belly Trash Receptacle and has talked to DPW about removing granite claws that now hold garbage cans. Committee agreed to add benches on Broadway Plaza, trash and recycling cans, and removing granite edges from tree pits to the budget. Revised budget is attached.

Warrant Article-- Dean will draft.

On-Line Parking Map. Needs to be updated. It shows Town Hall lot and parts of Library lot as "part-time public parking", which is undefined. Both lots are sometimes used for

events. Designation will be removed. Russell Common Lot should remain marked as “public parking”. Show it as metered parking. Permit lots will not be marked because permit holders already know where they can park. Laura and Corey will update parking map on website.

Loading zone. Passed by Selectmen, with hours of 8AM to 3PM. Could discuss another loading zone on Medford St. in the spring. Corey suggested we see how this one works before adding another.

Next meeting: Thursday Dec. 21, 8:00 AM.

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Proposed project ideas for Parking Benefits District, first year

revised 11/21/2017

	#	Per unit cost	Total cost
Russell Common Parking Lot Design			\$50,000
Sidewalk Snow removal(1)	5	\$5,000	\$25,000
Bike racks	10	\$800	\$8,000
Moving bus stop from Broadway Plaza (2)			\$10,000
Benches	6	\$2,000	\$12,000
Trash/Recycling cans	5	\$1,500	\$7,500
Removing granite edge at tree pits (3)			\$10,000
Total proposed cost			\$122,500

(1) DPW estimates \$5000 per snow event.

(2) DPW estimates \$6000 to remove bump-out.

(3) Estimated cost to remove granite